

## STATE AND FEDERAL EMPLOYER NOTICE REQUIREMENTS

*This overview includes only employment notices that are required to be given and/or mailed to employees; it does not include all tax, worker's comp, or CalOSHA forms required after a qualifying event*

| STATE NOTICES                                                                                                                                                             | NOTICE COVERS                                                                                                                                                                                                                                                             | NOTICE MUST BE PROVIDED TO                                                                                                                                                    | NOTICE TIMEFRAME                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DIVISION OF WORKER'S COMPENSATION (DWC) – A division of the Department of Industrial Relations</b>                                                                     |                                                                                                                                                                                                                                                                           |                                                                                                                                                                               |                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>• Facts about Worker's Compensation</li> </ul>                                                                                     | <ul style="list-style-type: none"> <li>• Enrollment guidelines for WC</li> <li>• Applies to all employers</li> </ul>                                                                                                                                                      | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Employees who become ill or injured due to a work related illness or injury</li> </ul>                          | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• At time of qualifying event or by the end of first pay period</li> </ul>       |
| <ul style="list-style-type: none"> <li>• Facts For Injured Workers</li> </ul>                                                                                             | <ul style="list-style-type: none"> <li>• Rights for injured workers under WC Law and under the ADA*</li> <li>• Applies to all employers</li> </ul>                                                                                                                        | <ul style="list-style-type: none"> <li>• Employees who become ill or injured due to a work related cause resulting in lost time</li> </ul>                                    | <ul style="list-style-type: none"> <li>• Within 1 day of notice of injury or illness resulting in lost time</li> </ul>                             |
| <ul style="list-style-type: none"> <li>• Workplace Crime Notice</li> </ul>                                                                                                | <ul style="list-style-type: none"> <li>• Rights for victims of crime in the workplace under WC</li> <li>• Applies to all employers</li> </ul>                                                                                                                             | <ul style="list-style-type: none"> <li>• Employees who are injured as a result of crime in the workplace resulting in lost time</li> </ul>                                    | <ul style="list-style-type: none"> <li>• Within 1 day of notice of injury or illness resulting in lost time</li> </ul>                             |
| <ul style="list-style-type: none"> <li>• First Report of Injury – Employee Claim Form</li> <li>• Form DWC-1</li> </ul>                                                    | <ul style="list-style-type: none"> <li>• Employee report of injury or illness</li> <li>• Applies to all employers</li> </ul>                                                                                                                                              | <ul style="list-style-type: none"> <li>• Employees who become ill or injured due to a work related cause</li> </ul>                                                           | <ul style="list-style-type: none"> <li>• Within 1 day of notice of injury or illness with lost time</li> </ul>                                     |
| <ul style="list-style-type: none"> <li>• Personal Physician or Chiropractor Designation Notice and Form</li> </ul>                                                        | <ul style="list-style-type: none"> <li>• Employees right to pre-designate personal practitioners</li> <li>• Applies to all employers</li> </ul>                                                                                                                           | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Current employees</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• Prior to the end of the first pay period</li> <li>• Upon request from employee</li> </ul>                 |
| <b>DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING (DFEH) – A division of the Department of Industrial Relations</b>                                                            |                                                                                                                                                                                                                                                                           |                                                                                                                                                                               |                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>• Pregnancy Disability Leave (PDL)</li> <li>• 2004</li> <li>• Form DFEH-186</li> </ul>                                             | <ul style="list-style-type: none"> <li>• Employee rights under PDL</li> <li>• Applies to employers with 5+ employees</li> </ul>                                                                                                                                           | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Current employees</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• Must be made available in handbook</li> </ul>                                  |
| <ul style="list-style-type: none"> <li>• CA Family Rights Act (CFRA)</li> <li>• 1995</li> <li>• DFEH-188</li> </ul>                                                       | <ul style="list-style-type: none"> <li>• Employee rights under CRFA</li> <li>• Family Temporary Disability Insurance</li> <li>• Applies to employers 50+ employees and state employers</li> </ul>                                                                         | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Employees leaving work for the care of self or seriously ill spouse, parent, child, domestic partner</li> </ul> | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• At time of qualifying event</li> <li>• Must be included in handbook</li> </ul> |
| <ul style="list-style-type: none"> <li>• Discrimination Is Against the Law</li> <li>• Form DFEH-151</li> </ul>                                                            | <ul style="list-style-type: none"> <li>• Protection rights against discrimination in the workplace</li> <li>• Applies to all employers</li> </ul>                                                                                                                         | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Current employees</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• Must be made available after initial distribution</li> </ul>                   |
| <ul style="list-style-type: none"> <li>• Pregnancy Discrimination</li> <li>• DFEH-186</li> </ul>                                                                          | <ul style="list-style-type: none"> <li>• Protection rights against pregnancy discrimination in the workplace</li> <li>• Applies to employers with 5 or more employees, or 1 employee in harassment complaints</li> </ul>                                                  | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Employees who become disabled due to pregnancy</li> </ul>                                                       | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• Must be included in the employee handbook upon creation or update</li> </ul>   |
| <ul style="list-style-type: none"> <li>• Sexual Harassment</li> <li>• Form DFEH-185 or equivalent</li> </ul>                                                              | <ul style="list-style-type: none"> <li>• Protection rights against sexual harassment in the workplace</li> <li>• Applies to all employers</li> </ul>                                                                                                                      | <ul style="list-style-type: none"> <li>• New Hires</li> <li>• Current employees</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• Must be made available after initial distribution</li> </ul>                   |
| <ul style="list-style-type: none"> <li>• CA Consolidated Omnibus Reconciliation Act (Cal-COBRA)</li> <li>• 1997</li> <li>• 2003 – AB1401 (Cal-COBRA extension)</li> </ul> | <ul style="list-style-type: none"> <li>• Employee and dependent rights to continue health coverage for up to 29 months under qualifying events</li> <li>• Applies to employers with 2 to 19 employees</li> </ul>                                                          | <ul style="list-style-type: none"> <li>• Active or terminated employees or dependents who are eligible under qualifying events</li> </ul>                                     | <ul style="list-style-type: none"> <li>• Right to Elect Coverage Notice must be provided within 30 days of notice of qualifying event</li> </ul>   |
| <b>DEPARTMENT OF PERSONNEL ADMINISTRATION – A division of the Department of Industrial Relations</b>                                                                      |                                                                                                                                                                                                                                                                           |                                                                                                                                                                               |                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>• Pregnancy Disability Law</li> </ul>                                                                                              | <ul style="list-style-type: none"> <li>• Provisions under the Pregnancy Disability Law</li> <li>• Employers with 5 or more employees; employment agencies, labor organizations, state licensing boards, state and local governments</li> </ul>                            | <ul style="list-style-type: none"> <li>• New hires</li> <li>• Employees who become disabled due to pregnancy</li> </ul>                                                       | <ul style="list-style-type: none"> <li>• At time of hire</li> <li>• At time of qualifying event</li> </ul>                                         |
| <b>EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) – A division of the Department of Industrial Relations</b>                                                                     |                                                                                                                                                                                                                                                                           |                                                                                                                                                                               |                                                                                                                                                    |
| <ul style="list-style-type: none"> <li>• Unemployment Insurance (UI)</li> <li>• 1935</li> <li>• Form DE2320</li> </ul>                                                    | <ul style="list-style-type: none"> <li>• Enrollment guidelines for UI</li> <li>• Applies to employers with 1 or more employees who pay wages in excess of \$100 per calendar quarter and domestic workers earning over \$1,000 in cash wages per calendar year</li> </ul> | <ul style="list-style-type: none"> <li>• Employees laid off, discharged or placed on leave</li> <li>• Employees changed to Independent Contractor status</li> </ul>           | <ul style="list-style-type: none"> <li>• At time of qualifying event</li> </ul>                                                                    |

## STATE AND FEDERAL EMPLOYER NOTICE REQUIREMENTS

*This overview includes only employment notices that are required to be given and/or mailed to employees; it does not include all tax, worker's comp, or CalOSHA forms required after a qualifying event*

| STATE NOTICES                                                                                                                            | NOTICE COVERS                                                                                                                                                                                                                   | NOTICE MUST BE PROVIDED TO                                                                                                                                                                                 | NOTICE TIMEFRAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) – A division of the Department of Industrial Relations</b>                                    |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <ul style="list-style-type: none"> <li>▸ Disability Insurance (DI)</li> <li>▸ aka: SDI</li> <li>▸ 1946</li> <li>▸ Form DE2515</li> </ul> | <ul style="list-style-type: none"> <li>▸ Enrollment guidelines for DI</li> <li>▸ Applies to employers who pay wages in excess of \$100 per calendar quarter</li> </ul>                                                          | <ul style="list-style-type: none"> <li>▸ New hires</li> <li>▸ Employees who become disabled due to pregnancy or non-work related injury or illness</li> </ul>                                              | <ul style="list-style-type: none"> <li>▸ Within 5 days of hire date</li> <li>▸ Within 10 days - pregnancy, or non-work related injury or illness</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <ul style="list-style-type: none"> <li>▸ Paid Family Leave (PFL)</li> <li>▸ 2004</li> <li>▸ Form DE2511</li> </ul>                       | <ul style="list-style-type: none"> <li>▸ Enrollment guidelines for PFL</li> <li>▸ Applies to all CA employers</li> </ul>                                                                                                        | <ul style="list-style-type: none"> <li>▸ New hires</li> <li>▸ Employees leaving work to bond with a newborn, adopted or foster child or care for ill spouse, parent, child, or domestic partner</li> </ul> | <ul style="list-style-type: none"> <li>▸ At time of hire</li> <li>▸ At time of qualifying event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>FEDERAL NOTICES</b>                                                                                                                   |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>NOTICE COVERS</b>                                                                                                                     |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>NOTICE MUST BE PROVIDED TO</b>                                                                                                        |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>NOTICE TIMEFRAME</b>                                                                                                                  |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) – A division of the Department of Labor</b>                                            |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <ul style="list-style-type: none"> <li>▸ Pregnancy Disability Law</li> </ul>                                                             | <ul style="list-style-type: none"> <li>▸ Provisions under the Pregnancy Disability Law</li> <li>▸ Employers with 15 or more employees; employment agencies, apprenticeship or training programs, labor organizations</li> </ul> | <ul style="list-style-type: none"> <li>▸ New hires</li> <li>▸ Employees who become disabled due to pregnancy</li> </ul>                                                                                    | <ul style="list-style-type: none"> <li>▸ At time of hire</li> <li>▸ At time of qualifying event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>EMPLOYEE BENEFITS SECURITY ADMINISTRATION – A division of the Department of Labor</b>                                                 |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <ul style="list-style-type: none"> <li>▸ Consolidated Omnibus Reconciliation Act (COBRA)</li> <li>▸ 1985</li> </ul>                      | <ul style="list-style-type: none"> <li>▸ Employee and dependent rights to continue health coverage after for up to 36 months under qualifying events</li> <li>▸ Applies to employers with 20 or more employees</li> </ul>       | <ul style="list-style-type: none"> <li>▸ New hires</li> <li>▸ Active or terminated employees or dependents who are eligible under qualifying events</li> </ul>                                             | <ul style="list-style-type: none"> <li>▸ General COBRA notice must be provided to employee and dependents within 90 days of health coverage eligibility date</li> <li>▸ Notice may be incorporated into health plan Summary Plan Description (SPD)</li> <li>▸ Right to Elect Coverage Notice must be provided within 14 days of notice of qualifying event or 44 days if employer is the plan administrator</li> <li>▸ Unavailability Notice must be provided to employee or dependents within 14 days of notice of event or 44 days if employer is the plan administrator when not eligible for COBRA</li> <li>▸ Termination Notice must be provided to employee or dependent as soon as possible after determination that COBRA will end</li> </ul> |
| <ul style="list-style-type: none"> <li>▸ Omnibus Reconciliation Act (OBRA)</li> <li>▸ 1986</li> </ul>                                    | <ul style="list-style-type: none"> <li>▸ Enrollment guidelines for disabled employees to continue health coverage after COBRA ends</li> </ul>                                                                                   | <ul style="list-style-type: none"> <li>▸ Employees who are considered disabled by under the Social Security Disability Program</li> </ul>                                                                  | <ul style="list-style-type: none"> <li>▸ At time of qualifying event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>VETERANS AND EMPLOYMENT TRAINING SERVICES – A division of the Department of Labor</b>                                                 |                                                                                                                                                                                                                                 |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <ul style="list-style-type: none"> <li>▸ Uniformed Services Employment and Reemployment Act (USERRA)</li> </ul>                          | <ul style="list-style-type: none"> <li>▸ Provisions under USERRA</li> <li>▸ Applies to employers covered under non-discrimination and EEO laws</li> </ul>                                                                       | <ul style="list-style-type: none"> <li>▸ Employees entitled to rights and benefits under USERRA</li> </ul>                                                                                                 | <ul style="list-style-type: none"> <li>▸ At time of qualifying event</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

## STATE AND FEDERAL EMPLOYER POSTING REQUIREMENTS

*This overview includes only employment postings that are required to be posted in the workplace; it does not include all tax, worker's comp, or CalOSHA required postings*

| STATE POSTINGS                                                                                                                                                                                                                                                      | COVERS                                                                                                                                                                                                                                                                                                 | POSTING LOCATION                                                                                                                                                                            | TIMEFRAME                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (DOSH) – A division of the Department of Industrial Relations</b>                                                                                                                                                     |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                             |                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Access To Medical and Exposure Records</li> </ul>                                                                                                                                                                          | <ul style="list-style-type: none"> <li>➤ Rights for employees working with Hazardous or Toxic Materials</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                 | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> <li>➤ Employer may distribute notice to each employee</li> </ul> | <ul style="list-style-type: none"> <li>➤ Must be available/posted at all times</li> </ul>                                                                               |
| <ul style="list-style-type: none"> <li>➤ Emergency Contact Numbers</li> </ul>                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>➤ Contact numbers for:                             <ul style="list-style-type: none"> <li>➤ Industrial Health Provider(s)</li> <li>➤ Fire, Ambulance, Hospital</li> <li>➤ 911, local police, CalOSHA</li> </ul> </li> <li>➤ Applies to all employers</li> </ul> | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>Forms:                             <ul style="list-style-type: none"> <li>➤ 300 - recordable injuries</li> <li>➤ 301 - incident details</li> <li>➤ 300A - annual summary</li> </ul> </li> <li>➤ Health and Safety</li> </ul> | <ul style="list-style-type: none"> <li>➤ Summary of workplace illnesses and injuries</li> <li>➤ Applies to employers with 11+ employees in the previous year</li> </ul>                                                                                                                                | <ul style="list-style-type: none"> <li>➤ 300A must be posted in area frequented by employees where it may be easily read during the work day</li> </ul>                                     | <ul style="list-style-type: none"> <li>➤ 300A must be posted from February 1<sup>st</sup> to April 30<sup>th</sup> of the following year covered by the form</li> </ul> |
| <ul style="list-style-type: none"> <li>➤ No Smoking Signage</li> </ul>                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>➤ Areas where smoking is allowed and not allowed</li> <li>➤ Applies to employers with 6+ full-time or part-time employees</li> <li>➤ Directions for employers with 5 or less employees</li> </ul>                                                               | <ul style="list-style-type: none"> <li>➤ At each entrance to the building or structure</li> <li>➤ NOTE: State law may not be less stringent than federal law under the EPA*</li> </ul>      | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <b>DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING (DFEH) – A division of the Department of Industrial Relations</b>                                                                                                                                                      |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                             |                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>➤ CA Family Rights Act (CFRA)</li> <li>➤ Notice B</li> </ul>                                                                                                                                                                 | <ul style="list-style-type: none"> <li>➤ Rights under CA Family Rights Act (CFRA)</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                                       | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> <li>➤ Must be included in handbook</li> </ul>                                                 |
| <ul style="list-style-type: none"> <li>➤ Discrimination Is Against the Law</li> </ul>                                                                                                                                                                               | <ul style="list-style-type: none"> <li>➤ Protection rights against discrimination in the workplace</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                      | <ul style="list-style-type: none"> <li>➤ Posted in hiring offices, on employee bulletin boards, and other places employees gather</li> </ul>                                                | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Pregnancy Disability Leave (PDL)</li> <li>➤ Notice A</li> </ul>                                                                                                                                                            | <ul style="list-style-type: none"> <li>➤ Provisions under pregnancy leave</li> <li>➤ Employers w/5+ employees</li> </ul>                                                                                                                                                                               | <ul style="list-style-type: none"> <li>➤ Posted in places employees tend to gather</li> </ul>                                                                                               | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Harassment</li> </ul>                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>➤ Protection rights against harassment in the workplace</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                          | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <b>DIVISION OF LABOR STANDARD ENFORCEMENT (DLSE) – A division of the Department of Industrial Relations</b>                                                                                                                                                         |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                             |                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Farm Labor Contractor Statement of Pay Rate</li> <li>➤ DLSE poster 445</li> </ul>                                                                                                                                          | <ul style="list-style-type: none"> <li>➤ Applies to farm labor contractors licensed by the DLSE</li> </ul>                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>➤ Displayed in work area and on all vehicles used to transport employees by licensee</li> </ul>                                                      | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Whistleblower Protection</li> </ul>                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>➤ Employee rights under whistleblower laws</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                                       | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ 12" high by 10" wide poster must be posted at all times</li> </ul>                                                             |
| <b>DIVISION OF WORKER'S COMPENSATION (DWC) – A division of the Department of Industrial Relations</b>                                                                                                                                                               |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                             |                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Injuries Caused By Work</li> <li>➤ DWC-7</li> </ul>                                                                                                                                                                        | <ul style="list-style-type: none"> <li>➤ Employee Rights under WC</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Notice of Worker's Compensation Carrier and Coverage</li> </ul>                                                                                                                                                            | <ul style="list-style-type: none"> <li>➤ Name of carrier</li> <li>➤ Distinguishes self-insured plan</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                     | <ul style="list-style-type: none"> <li>➤ Displayed in lettering larger than 14 type</li> </ul>                                                                                              | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> <li>➤ NOTE: Notice may be obtained by insurance carrier</li> </ul>                            |
| <b>INDUSTRIAL WELFARE COMMISSION (IWC) – A division of the Department of Industrial Relations</b>                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                             |                                                                                                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Payday Notice</li> </ul>                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>➤ Regular payday(s) date, time, and location</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                                                                     | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Wage Orders</li> </ul>                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>➤ Regulations for wage, hour and working conditions</li> <li>➤ Minimum wage included</li> <li>➤ Applies to all employers</li> </ul>                                                                                                                             | <ul style="list-style-type: none"> <li>➤ Area frequented by employees where it may be easily read during the work day</li> </ul>                                                            | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |
| <ul style="list-style-type: none"> <li>➤ Prevailing Wage Rate Determinations</li> </ul>                                                                                                                                                                             | <ul style="list-style-type: none"> <li>➤ Prevailing Wage guidelines</li> <li>➤ Applies to all public works awarding bodies and contractors</li> </ul>                                                                                                                                                  | <ul style="list-style-type: none"> <li>➤ Posted at every job site</li> </ul>                                                                                                                | <ul style="list-style-type: none"> <li>➤ Must be posted at all times</li> </ul>                                                                                         |